"Facility Asbestos Coordinator Seminar Reference Manual," developed by the Port Authority's Asbestos Control Program

EXHIBIT
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5/2/96 KHN

ASBESTOS

FACILITY COORDINATOR MANUAL

Asbestos Control Program

THE PORT AUTHORITY OF NY&NJ

FACILITY ASBESTOS COORDINATOR SEMINAR
REFERENCE MANUAL
FEBRUARY 13, 1990

DEVELOPED BY:
ASBESTOS CONTROL PROGRAM
PORT AUTHORITY OF NY & NJ

IN CONSULTATION WITH
HYGIENETICS, INC.
BOSTON, MA

FACILITY ASBESTOS COORDINATOR SEMINAR

FOR

PORT AUTHORITY OF NEW YORK AND NEW JERSEY

INTRODUCTION

The task of managing asbestos in buildings presents a dilemma for many individuals or companies faced with this prospect. Any asbestos management activity, whether it is a full removal project or small-scale maintenance activity, requires cooperation among various departments and often building occupants in order to perform the job safely and with the least disruption to regular building operations.

The Port Authority of New York and New Jersey has undertaken an extensive asbestos management program in its facilities. Asbestos abatement is occurring on a continual basis as needed. Building surveys and assessment of potential or existing hazards are conducted on a periodic basis. Appropriate training and support has been provided for Port Authority staff to perform small-scale maintenance as needed, and finally, Port Authority employees are trained to be aware of the existence of asbestos-containing materials in their facilities in order for them to perform their own jobs safely.

In addition to activities initiated by the Port Authority, other outside parties working on ongoing litigation will have reason to perform sampling or monitoring of asbestos conditions in Port Authority facilities.

Because of the wide variety of activity and the diverse parties involved, Facility Asbestos Coordinators have been appointed to provide a central point of contact for each facility.

The purpose of this seminar is to provide the Facility Asbestos Coordinators with information that will assist you in carrying out your new responsibilities as well as to provide a forum for discussing the common issues that Facility Asbestos Coordinators will be facing. The information presented is a combination of Port Authority policies and general standards of the asbestos management industry. Since the direct activities of each Facility Asbestos Coordinator will vary according to the management of different facilities, this seminar should be viewed as a starting point. A general overview of the range of responsibilities will be presented. Through discussion, we hope to bring out existing questions or problems and the channels for resolution provided by the Port Authority.

The reference manual provides more detailed information on many of the topics discussed. Standard references such as Port Authority Policies and applicable regulations are also provided.

The seminar content and reference manual have been developed by Hygienetics, Inc. in conjunction with representatives from the Port Authority. Port Authority policies and procedures are specifically noted in this manual. All other materials are provided as recommendations and for reference use only.

Special thanks to Camille Doronin for her assistance in coordinating this effort.

Hygienetics Training Institute
February 13, 1990

HYGIENETICS TRAINING INSTITUTE

FACILITY ASBESTOS COORDINATOR SEMINAR
PORT AUTHORITY OF NY & NJ

AGENDA

February 13, 1990

08:00 - 08:10	Introduction
08:10 - 08:25	Role of The Facility Asbestos Coordinator
08:25 - 08:55	Reading Survey Results
08:55 - 09:15	Reading Air Sampling Results
09:15 - 09:25	BREAK
09:25 - 09:55	Operations & Maintenance Programs
09:55 - 10:25	Working with AMCD and Contractors
10:25 - 10:40	Budgeting and Review of Quarterly Reports
10:40 - 10:50	BREAK
10:50 - 11:05	Recordkeeping
11:05 - 11:20	Legal Standards
11:20 - 11:40	Public Relations
11:40 - 12:00	Discussion Period

FACILTY ASBESTOS COORDINATOR

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ASBESTOS MANAGEMENT AND COMPLIANCE DIVISION

CURRENT FIELD STAFF - Febuary 2, 1990

Phil Taylor	Administrator Field Tech Serv
Mark Jakubek	Field Supervisor - WTC -PN/PE - NIA - Hoboken - JFK
Uday Mehta	Field Coordinator - PN/PE - NIA - Hoboken
Mike Denison	Field Coordinator - WTC
Tony Fontanetta	Field Coordinator (Consultant) - JFK

Vacant	Field Supervisor - LGA - PATH - PABT - PST - LT - HT - GWB/GWB BT - SIB
John Prince	Field Coordinator - LGA
Rick Lightheiser	Field Coordinator - PABT - PST - LT
Paul Russ	Field Coordinator (Job Shopper) - PATH - GWB/GWB BT - BP - HT - SIB

HYGIENETICS TRAINING INSTITUTE

FACILITY ASBESTOS COORDINATOR SEMINAR

INTRODUCTORY EXERCISE

Please read each question thoroughly and choose the best answer. Circle one answer for each question.

1. Asbestos is a general name for naturally occurring minerals that break down into fibrils. These are broken down into two categories.

   a. Tremolite and Amphibole
   b. Serpentine and Amphibole
   c. Amphibole and Crocidolite
   d. Serpentine and Crocidolite

2. Abestos had widespread use because of its diverse properties. These include all of the following except:

   a. high tensile strength
   b. heat resistance
   c. water solubility
   d. chemical resistance
   e. nonconductivity to electricity

3. OSHA requirements are primarily concerned with:

   a. "no visible emissions"
   b. protecting the environment
   c. protecting building occupants
   d. protecting the worker

4. Asbestos abatement means:

   a. removing ACM
   b. encapsulating ACM
   c. enclosing ACM
   d. all of the above

5. When performing an asbestos abatement job, danger signs are:

   a. required at all entrances and exits
   b. required inside the work area
   c. required at the main entrance
   d. optional if access is restricted

6. Data from personal air sampling is used to:

   a. comply with OSHA regulations
   b. determine an employee's exposure to asbestos fibers (outside the respirator)
   c. determine whether appropriate work practices are being implemented
   d. all of the above

7. Bulk samples of asbestos are analyzed by:

   a. PCM
   b. PLM
   c. TEM
   d. NIS

8. Asbestos-related diseases include which of the following?

   a. Asbestosis
   b. Mesothelioma
   c. Emphysema
   d. Chronic bronchitis
   e. A & B

9. Water is used on asbestos projects:

   a. to keep workers cool
   b. to keep fibers out of the air
   c. to keep the work area free of debris
   d. because its nontoxic

10. Asbestos waste must be:

   a. put in 55-gallon drums
   b. incinerated after 90 days
   c. disposed of at an approved landfill
   d. none of the above

11. Which of the following are components of an Operations and Maintenance program?

   a. Training
   b. Recordkeeping
   c. Air monitoring
   d. Periodic surveillance
   e. All of the above

12. The greatest potential for large-scale fiber release and contamination exists during:

   a. O&M
   b. encapsulation
   c. enclosure
   d. removal

GLOSSARY

Abatement - any and all procedures physically taken to control fiber release from asbestos-containing materials (ACM). This includes removal, encapsulation, enclosure and repair.

Actinolite - an asbestos fiber type that is green in color. It is quite hard and has low tensile strength and flexibility when compared to other types of asbestos. Actinolite has little industrial use.

Aggressive Sampling - a method of sampling in which the individual collecting the air sample creates activity by the use of mechanical equipment during the sampling period to stir up settled dust and simulate activity in that area of the building.

Alveoli - microscopic air sacs in the lung tissues where the transfer of gases occurs between the lungs and the blood stream.

AIHA - the American Industrial Hygiene Association, 475 Wolf Ledges Parkway, Akron, OH 44311.

Airlock - a system for permitting entrance and exit while restricting air movement between a contaminated area and an uncontaminated area. It consists of two curtained doorways separated by a distance of at least three feet such that one passes through one doorway into the airlock, allowing the doorway sheeting to overlap and close off the opening before proceeding through the second doorway, thereby, preventing flow-through contamination.

Air Sampling - the process of measuring the fiber count of a known volume of air collected during a specific period of time. The procedure utilized for asbestos follows the NIOSH Standard Analytical Method 7400 or P&CAM 239, on the provisional transmission electron microscopy methods developed by the USEPA which one utilized for lower detectability and specific fiber identification.

Amended Water - water to which a surfactant has been added.

Amosite - a grey-to-brown fiber type having a course needle like crystal structure. Amosite is highly resistant to heat and chemical corrosion which led to its popular use as insulation in and on heating systems.

ANSI - the American National Standards Institute, 1430 Broadway, New York, New York, 10018.

Anthophylite - a yellow-brown asbestos fiber type with poor flexibility and low tensile strength. Anthophylite has no major use in industry.

Area Air Sampling - any form of air sampling or monitoring where the sampling device is placed at some stationary location.

Asbestos - any hydrated mineral silicate separable into commercially usable fibers, including, but not limited to, chrysotile(serpentine), amosite(cuminstomite-grunerite), crocidolite(riebeckite), tremolite, anthophylite and actinolite.

Asbestos Containing Material (ACM) - any material that contains more than one percent asbestos by weight.

Asbestos Containing Waste Material - asbestos-containing material or asbestos-contaminated objects requiring disposal.

Asbestos Handler - an individual who disturbs, removes, encapsulates, repairs, or encloses friable asbestos material.

Asbestos Handler Supervisor - an individual who supervises the handlers during an asbestos project and ensures that proper asbestos abatement procedures as well as individual safety procedures are being adhered to.

Asbestos Inspection Report - a report on the condition of a building or structure in relation to the presence and condition of asbestos therein.

Asbestos Investigator - an individual certified as having satisfactorily demonstrated his or her ability to identify the presence and evaluate the conditions of asbestos in a building or structure (New York City only).

Asbestos Project - any form of work performed in connection with the alteration, renovation, modification or demolition of a building or structure which will disturb (e.g., remove, enclose, encapsulate) more than 25 linear feet or more than ten square feet of friable asbestos-containing material.

Asbestosis - a long-term progressive scarring of the lung tissues brought about by the excessive exposure to airborne asbestos fibers.

Authorized Visitor - the building owner and his/her representative, and any representative of a regulatory or other agency having jurisdiction over the project.

Building Owner - the person in whom legal title to the premises is vested unless the premises are held in land trust, in which instance Building Owner means the person in whom beneficial title is vested.

Certified Industrial Hygienist (CIH) - an individual with a minimum of five years experience as an industrial hygienist and who has successfully completed both levels of the examination administered by the American Board of Industrial Hygiene and who is currently certified by that board.

Certified Safety Professional (CSP) - an individual having a Bachelors' Degree from an accredited college or university and a minimum of four years experience as a safety professional and who has successfully completed both levels of the examination administered by the Board of Certified Safety Professionals and who is currently certified by that Board.

Chrysotile - a grey-to-white asbestos fiber type that is very long and flexible and easily woven into fabric. Chrysotile asbestos is used in over 90% of all industrial and commercial applications.

Clean Room - an uncontaminated area or room which is part of the worker decontamination enclosure system with provisions for storage of workers' street clothes and protective equipment.

Clearance Air Monitoring - the employment of aggressive sampling techniques with a volume of air collected to determine the airborne concentration of residual fibers upon conclusion of an asbestos abatement activity.

Clearance Criteria - an established level of acceptance for declaring an area that has undergone asbestos abatement work environmentally safe for reoccupancy.

Critical Barriers - sealed boundaries of the work area existing or created to prevent flow of asbestos contamination to air outside the work area. Examples include: sealed doors, windows, vent openings, HVAC supply and return. Common seals used are polyethylene, plywood, foam board, and duct tape.

Crocidolite - a blue-colored asbestos fiber resistant to chemical corrosion which led to its use in the manufacture of battery boxes, acid pumps, valves and gaskets.

Curtained Doorway - a device which consists of at least three overlapping sheets of plastic over an existing or temporarily framed doorway. One sheet shall be secured at the top and left side, the second sheet at the top and right side, and the third sheet at the top and left side. All sheets shall have weights attached to the bottom to ensure that the sheets hang straight and maintain a seal over the doorway when not in use.

Decontamination Enclosure System - a series of connected rooms, separated from the work area and from each other by air locks, from the decontamination of workers, materials, waste containers and equipment.

Disposal Bag - a 6 mil. thick, leak-tight plastic bag used for transporting asbestos waste from the work to disposal site. All disposal bags should contain the required warning, which is permanently embossed or attached to the bag as a label.

Encapsulant (Sealant) or Encapsulating Agent - a liquid material which can be applied to asbestos-containing material (ACM) and which temporarily controls the possible release of asbestos fibers from the material either by creating a membrane over the surface (bridging encapsulant) or by penetrating into the material and binding its components together (penetrating encapsulant). This may also be used to seal surfaces from which ACM has been removed.

Encapsulation - the treatment of asbestos containing materials with a penetrating or surface sealant in order to minimize the potential for asbestos fiber release.

Enclosure - the system of containment that creates an airtight seal between the intended work areas and the adjacent clean area.

Engineering Control - any technique, procedure or mechanical device which performs the functions of controlling the release of asbestos fibers during abatement activities and containing asbestos contamination to the workplace.

E.P.A. - the U.S. Environmental Protection Agency, 401 M Street, S.W., Washington, D.C. 20460.

Equipment Room - a contaminated area or room which is part of the worker decontamination enclosure system with provisions for the storage of contaminated clothing and equipment.

Fixed Object - a unit of equipment or furniture in the work area which cannot be removed from the work area.

Friable Asbestos Material - any asbestos or any ACM that can be crumbled, pulverized or reduced to power when dry, by hand pressure.

Friable Material Containment - the encapsulation or enclosure of any friable ACM in a facility.

Glovebag Technique - a method for removing friable asbestos-containing material from heating, ventilation, and air conditioning, HVAC ducts, short piping runs, valves, joints, elbows and other nonporous surfaces. The glovebag is a device consisting of a bag (constructed of at least 6 mil. transparent plastic), two inward-projecting longsleeve gloves, one inward projecting material sleeve, an internal tool pouch, and an attached labeled receptacle for asbestos waste. The glovebag is constructed and installed in such a manner that it surrounds the object or area to be decontaminated and contains all asbestos fibers released during the removal process.

HEPA Filter - a High-Efficiency Particulate Air filter capable of trapping and retaining 99.97 percent of particles (asbestos fibers) greater than 0.3 micrometers mass median aerodynamic equivalent diameter.

HEPA Vacuum Equipment - vacuuming equipment with a HEPA filter capable of trapping and retaining 99.97 percent of particles (asbestos fibers) greater than 0.3 micrometers in mass median aerodynamic equivalent diameter.

Holding Area - a chamber in the equipment decontamination enclosure located between the washroom and an uncontaminated area.

Homogenous Work Area - a portion of the work area which contains one type of asbestos-containing material and/or where one type of abatement is used.

Industrial Hygiene - that science and art devoted to the recognition, evaluation and control of those environmental factors or stresses, arising in or from the work place, which may cause sickness, impaired health and well-being, or significant discomfort and inefficiency among workers or among citizens of the community.

Major Violation - any action, on-the-job performance or lack of performance that may place any individual, other than the worker who commits the violation, at risk.

Minor Violation - any action, on-the-job performance or lack of performance that may place the worker at risk.

Movable Object - a unit of equipment or furniture in the work area which can be removed from the work area.

MSHA - the Mine Safety and Health Administration, Approval and Certification Center, P.O. Box 251, Route 1, Triadelphia, WV 26059.

Negative Air - the term commonly used to refer to the system of air filtration used for controlling airborne asbestos contamination during abatement procedures.

Negative Pressure Ventilation System - a specially designed machine used for filtering and moving large volumes of air. The machine uses a three-stage filtration system employing a H.E.P.A. filter as the final stage. This action cleanses the air pressure within the work area. As air is exhausted through the system, outside air movement is directed towards the containment area, minimizing the asbestos contamination to other areas.

NESHAPS - the National Emission Standards for Hazardous Air Pollutants (40 CFR Part 61).

NIOSH - the National Institute for Occupational Safety and Health Administration, 200 Constitution Avenue N.W., Washington, D.C. 20210.

Occupied Area - an area of the worksite where abatement is not taking place and where personnel or occupants normally function or where workers are not required to use personal protective equipment.

OSHA - the U. S. Occupational Safety and Health Administration, 200 Constitution Avenue N.W., Washington, D.C. 20210.

Personal Air Monitoring - a method used to determine employees' exposure to airborne fibers. The sample is collected outside the respirator in the workers breathing zone.

Personal Protective Equipment (PPE) - appropriate protective clothing, gloves, eye protection, footwear, head gear and approved respiratory protection.

Plasticize (Poly) - to cover floors and walls with plastic sheeting or by using spray plastics to seal the work area.

Qualitative Fit Test - the individual test subjects responding to a chemical challenge outside the respirator facepiece. Three of the most popular methods include: 1) irritant smoke test; 2) odorous vapor test; 3) taste test.

Quantitative Fit Test - exposing the respirator wearer to a test atmosphere containing an easily detectable, nontoxic aerosol vapor or gas as the test agent. Instrumentation, which samples the test atmosphere and the air inside the facepiece of the respirator, is used to measure quantitatively the leakage into the respirator. There are a number of test atmospheres, test agents, and exercises to perform during the tests.

Removal - the stripping of any asbestos containing materials from surfaces or components of a facility or taking out structural components.

Shower Room - a room between the clean room and the equipment room in the worker decontamination enclosure with hot and cold running water, controllable at the tap and arranged for complete showering during decontamination.

Staging Area - the work area near the waste transfer airlock where containerized- asbestos waste has been placed prior to removal from the work area.

Strip - to remove friable asbestos materials from any part of the facility.

Structural Member - any load supporting member of a facility, such as beams and load supporting walls, or any nonload supporting member, such as ceiling and nonload supporting walls.

Surfactant - the chemical wetting agent added to water to improve the capability of penetration, thus reducing the quantity of water needed during abatement.

Time Weighted Average(TWA) - the average concentration of a contaminant measured in the air during a specific time period.

Visible Emissions - any emissions containing particulate asbestos material that is visually detectable without the aid of instruments.

Wet Wiping - the method of eliminating asbestos containing material from surfaces and objects using cloths, mops or other cleaning utensils dampened with water. Such items are disposed of as asbestos-contaminated waste and are handled accordingly.

Work Area - designated rooms, spaces, or areas of the building or structure where asbestos abatement takes place.

Worker Decontamination Enclosure System/Decontamination Facility(D.F.) - that portion of a decontamination enclosure system designed for controlled passage of workers and other individuals and authorized visitors, consisting of a clean room, a shower room, and an equipment room, separated from each other and from the work area by airlocks and curtained doorways.

Work Site - the premises where asbestos abatement activity is taking place.

FACILTIY ASBESTOS COORDINATORS

DEPARTMENT/ FACILITY	NAME	TITLE	ZIP	PHONE
AVIATION				
KIA	Joe Gallagher	Gen.Mtc.Supv.	01	(718) 244-3609
	Gary Ciana	Supv.Eng.Proj.	06	(718) 656-7530
	Sal DeLuise	Eng. IV	08	(718) 656-7380
Kenneddy 2000	Thomas Hall	Safety Supv.	17	(718) 244-6166
LGA	Ed Knoesel	Env. Supv.	14	(718) 476-5015
	Lee Yetter	Env. Unit	14 FAX #	(718) 476-5015 (718) 476-5029
LGA ReDev. Program	Russell Izzo	Proj. Support	12	(718) 476-5778
EWR	Derrick Gordon George Cook	Proj. Mgr.	20	(201) 961-6269 (201) 961-2093
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HT	Nathan Watts	Mtc. Supv.	29	(201) 714-7403
LT	Jerry Calo	Env. Coord.	45	(201) 617-8036
PABT	Brian Harris Jim Francouer		44 44	(212) 502-2470 (212) 502-2518
PATH (JSTC)	Al Panepinto	Safety Eng.	81	(201) 216-6259
SIB	Frank Anguilli	Env. Coord.	10	(718) 390-2560
PORTS				
NJMT (PN)	John Callaghan	Gen.Mtc.Supv.	25	(201) 578-2164
NYMT (BP)	Barry Kravitz	Mtc.Unit Supv.	35	(718) 330-2954

FACILITY ASBESTOS COORDINATORS (CONTINUED)

DEPARTMENT/ FACILITY	NAME	TITLE	ZIP	PHONE #
WT/EDD				
WTC	Frank Boyce	Proj. Admin.	63N	(212) 435-8227
	Don McIntyre	Mtc.Unit Supv.	B2	(212)466-8520
	Jose Iglesios	Mgr. BP ReDev.	74S	(212) 313-2012
Nwk Legal & Comm. Ctr.	Bob Dudajek	Maint. Supv.	26	(201) 624-6510
IPE	Joe Cantelmo	Sr.Op.Plg.Alyst	79	(201) 963-7644
YIP	Stan Zucker	Sr. Engineer	66	(914) 965-5979
Teleport	Bill Wisely	G. M. S.	09	(718) 983-2202

RESPONSIBILITIES OF FACILITY ASBESTOS COORDINATOR

PORT AUTHORITY OF NEW YORK AND NEW JERSEY

Should be actively involved in overseeing asbestos-control activities. This should include: inspections, O&M activities and other abatement activities.

Ensure the qualifications of maintenance personnel performing O&M work.

Schedule Asbestos Awareness Training for staff.

Ensure the adherence to the Work Permit system instituted by the AMCD.

Maintain liaison with AMCD with regard to plan and performance of consultants for work being performed on facility work activities.

Maintain supplies and/or equipment required for O&M activities.

Verify quarterly reports for the Asbestos Control Program Staff.

Evaluate propose O&M resource requirements for upcoming budget year.

Develop and distribute policies and procedures relating to asbestos.

PORT AUTHORITY OF NY & NJ

ASBESTOS TRAINING PROGRAM

CONTACT PERSONS

Asbestos Management and Compliance Division
One Path Plaza, Jersey City, NJ 07304

Manager:	Harry Pool (201) 963-7440
Administrator, Asbestos Management:	Joseph Mullen (201) 963-7473
Supervisor, Asbestos Management, Operations	Phil Taylor (201) 963-7487

Asbestos Control Program
One World Trade Center, New York, NY 10048

Asbestos Control Coordinator	Camille Doronin (212) 432-6145

Facility Representative

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Office of Medical Services
One World Trade Center, New York, NY 10048

Medical Director:	Pilar Carbajal, M.D. (212) 466-8427

III Procedures

A. Training

- o No employee is authorized to disturb asbestos unless properly trained.
- o Port Authority staff working in the proximity of asbestos or having asbestos issues involved with their work assignments are required to attend four (4) hours of Asbestos Awareness Training.
- o An employee is authorized to disturb up to 10 square feet (or 10 linear feet) of asbestos using appropriate work procedures, provided he or she has had a minimum of sixteen (16) hours of specific asbestos training.

B. Abatement - Port Authority Process

- o Determination as to whether asbestos abatement is necessary and how it should be performed, is, in the first instance, the responsibility of the facility staff, the Resident Engineer's office, the Asbestos Management and Compliance Division and the Environmental Unit of the Engineering Design
- o After asbestos abatement is deemed appropriate, the Asbestos Management and Compliance Division is responsible for the issuance of an Asbestos Abatement Permit authorizing the work to be performed in accordance with agreed upon procedures and submittals.
- o Upon request, the Manager of the Asbestos Management and Compliance Division may approve a variance to abatement regulations or operations and maintenance work procedures.
- o Generally, all Port Authority abatement contracts are monitored on a full time basis by a member of the Asbestos Management and Compliance Division, their consultant or, when qualified and available, facility staff under the direction of the Asbestos Management and Compliance Division.
- o Asbestos Management and Compliance Division performs final air clearance testing for all Port Authority abatement contracts.
- o Abatement work in excess of $150,000.00 is generally awarded through the competitive bid process to contractors who have been pre-qualified and are on current select lists.

- o Call-In asbestos abatement contracts do not exceed $150,000.00 unless otherwise approved by the Engingeering Design Division's Environmental Engineering Unit, the Asbestos Management and Compliance Division, and the Asbestos Control Program.

C. Abatement - Tenant Process

- o No tenant area is altered nor is an asbestos abatement permit issued without an approved Tenant Alteration Application from the Port Authority.
- o Tenant abatement work is performed in accordance with Port Authority specifications.
- o Tenant abatement work is approved by the Asbestos Management and Compliance Division and the Engineering Design Division's Environmental Engineering Unit.
- o Tenant abatement work is audited by the Asbestos Management and Compliance Division and re-occupancy is authorized after final air clearance is either conducted or reviewed by the Asbestos Management and Compliance Division.

IV Funding

- o Annual expenditures for asbestos abatement are budgeted within departmental budgets.
- o Line departments, with the assistance of the Environmental Unit of the Engineering Design Division and the Asbestos Management and Compliance Division of the Treasury Department, utilize facility baseline surveys to identify and propose asbestos resource requirements.
- o Proposed departmental asbestos resource requirements are consistent with the Executive Director's Guidance and departmental financial targets.
- o Specific asbestos abatement work is proposed on the Asbestos Resource Requirement Form which is reviewed by the Asbestos Control Program staff prior to budget submittals to the Management and Budget Department.
- o Funds for unbudgeted and approved asbestos abatement work are provided through trade-offs of budgeted asbestos projects or from offsets of other approved resources.

THE PORT AUTHORITY OF NEW YORK & NEW JERSEY
ASBESTOS MANAGEMENT AND CONTROL PROGRAM

One of the principal objectives of The Port Authority of New York & New Jersey is to maintain safe facilities for patrons, tenants, employees and others. Since asbestos is present at Port Authority facilities and, if disturbed, may present a potentially hazardous condition, a policy and implementing practices and procedures have been developed.

I Policy

It is the policy of The Port Authority to undertake asbestos abatement and related actions in a cost-efficient and effective manner when:

- Unsafe or potentially hazardous conditions require action.
- Asbestos will be disturbed to perform necessary operations and maintenance work and/or to advance capital projects.
- Abatement is part of a business arrangement or marketing strategy.

To achieve these policies, The Port Authority has established the following practices and procedures.

II Practices

- Properties under the jurisdiction of the Port Authority are surveyed to determine the presence and condition of asbestos material (i.e. air and raw bulk samples are analyzed).
- When asbestos containing materials (ACM) are found, they are prioritized and action is taken when appropriate.
- Asbestos surveys are consulted before any material suspected to contain ACM is disturbed.
- In the absence of survey data, employees working in areas typically having ACM must assume that asbestos is present.
- Port Authority safety requirements, (which incorporate the mandates of federal law and the general practice of following local government laws and regulations where appropriate), are observed in situations where asbestos may be disturbed.

FACILITY ASBESTOS COORDINATOR
MAJOR CONTACTS

ASBESTOS ABATEMENT

BUILDING SURVEYS & ASSESSMENT

O&M ACTIVITIES

EMPLOYEE/TENANT RELATIONS

FACILITY ASBESTOS COORDINATOR

PA ENGINEERING DEPT

PA AMCD

PA RISK MGMT DIVISION

3rd PARTY CONSULTANTS and ABATEMENT CONTRACTORS

PA ASBESTOS CONTROL PROGRAM